

## KENYA TRIP REPORT

### *EXECUTIVE SUMMARY*

**Name/Title:** Kent D. Sisson, Executive Director      **Activity #:** Kenya 2023 UES  
**Activity:** FAEA Program Planning Trip to Kenya      **Begin date:** November 10, 2023  
**Destination:** Nairobi, Kenya      **End date:** November 14, 2023  
**Act. Budget:** \$60,000

### • **OBJECTIVES OF TRAVEL**

To evaluate activities assisting Kenya in implementing food/feed safety legislation in 2023 and discuss plans and next steps for implementing 2024 FAEA activities by:

- A. meeting with FAEA Kenya representative (Ms. Charity Mutegi) to assess 2023 activities and discuss the strategy and activity plan for 2024;
- B. meeting with TradeMark Africa (TMA) to discuss collaboration opportunities and agree on signing an MOU;
- C. meeting with Jomo Kenyatta University (JKU) to learn about and see their food and feed safety training facilities and discuss opportunities for collaboration in training private sector companies; and
- D. meeting with FAS Nairobi to brief them on FAEA strategy and activities for Kenya in 2024

### • **KEY OBSERVATIONS**

All objectives were met.

- A. Mutegi meeting to assess 2023 activities and discuss plans for 2024 strategy and activities
  - a. Mr. Sisson and Ms. Mutegi met and discussed the budgets, expenses, and outcome of activities conducted in 2023. We reviewed the draft short list of activities that Ms. Mutegi prepared for 2024. We agreed on the strategy and activities for 2024 as follows:
    - i. conduct food and feed safety activities with the public and private sector in collaboration with TMA
    - ii. conduct food and feed safety training activities for private sector companies in collaboration with JKU
    - iii. discussed and agreed upon the contract for Rootooba in 2024
- B. TMA meeting to discuss collaboration and signing of an MOU

- a. Sisson and Mutegi met with the TMA Chief Executive Officer and other staff to give them an overview of the FAEA strategy and activities in Kenya. TMA briefed us on their programs as well. We agreed that there are multiple areas of mutual interest in the food and feed safety space where we can potentially collaborate to leverage each organization's funding and staff resources to jointly conduct capacity building activities. We also agreed to sign an MOU between our organizations as soon as possible.

C. JKU meeting and visit to the University

- a. Sisson and Mutegi traveled to JKU to learn about their training programs and see their training facilities and laboratories. We focused primarily on their Food Technology Centre under the Agriculture and Technology college. Much of the training and research they do focuses on private sector businesses. They have several facilities and labs on campus that are very acceptable for private company technical staff. Their training programs can be customized to the specific needs of each company. We also discussed how FAEA and JKU could collaborate in developing training curriculums for specific industries. Product areas that they target include meat, dairy, poultry, eggs, animal feed, juices, fruits and vegetables, and food grains/flour, bakery products, and noodles.

D. FAS Nairobi meeting

- a. Sisson and Mutegi went to the U.S. Embassy and met with Mr. Ryan Scott, Ag Counslor and Mr. Kennedy Gitonga, Agricultural Specialist, FAS. We explained our plans for activities in 2024 and how we intended to collaborate with TMA and JKU. FAS was particularly interested in our plans for collaborating with JKU to conduct training activities for private sector companies. They felt that there would be opportunities to scale the private sector training activities and training curriculums with additional Universities in Kenya and conduct training activities throughout the country.

• **KEY RECOMMENDATIONS:**

- A. **Recommendations for 2024 Strategy and Activities:** *Proceed with our revised strategy to target the private sector with our capacity building/training activities in 2024.* We will further develop the short list of all proposed activities, prioritize them, and prepare a timeline for planning and implementation. At the same time, we will consider opportunities to collaborate with TMA on activities that target the Kenyan government, providing TMA takes the lead on those activities.

Background – FAEA activities planned for 2023 to support and assist the Ministry of Agriculture and other food and feed safety competent authorities in implementing their new food safety law were put on hold at the request of USTR. USTR felt that FAEA activities could somehow have a negative impact on their STIP negotiations with Kenya. Interestingly, USTR did not ask other USDA, USAID or other U.S. Gov't funded donors working on food safety to pause their activities.

- B. **Recommendations for Collaborating with TMA:** Sign the MOU with TMA to collaborate with them on food and feed safety activities that are of mutual interest to both organizations. The MOU has been drafted (January 2024), will be finalized soon, and will be signed as soon as possible.
- C. **Recommendations for Collaboration with JKU:** Follow-up with JKU to identify the next steps for collaboration with them in developing a list of food and feed safety capacity building activities and curriculums for private sector companies.
- D. **Recommendations for Collaboration with FAS Nairobi:** Maintain the excellent working relationship with the FAS Nairobi office and continue to consult with them on a regular basis. Ms. Mutegi will keep them informed of our activity plans and we will seek their advice, counsel, and support as and when needed. We will introduce FAEA to the new Ag Counselor when he/she arrives in Nairobi in 2024 and brief him/her on our plans.

Signature:



Date: January 30, 2024

*DAILY ACTIVITY IN NAIROBI, KENYA*

**Friday, November 10, 2023**

**11:15 pm**      **Departed Abuja, Nigeria**

**Saturday, November 11, 2023**

**1:20 pm**      **Arrived Nairobi, Kenya**

Rest day

**Sunday, November 12, 2023**

I worked all day:

- reviewing the approval letter and amendment to the Kenya EMP contract approved by FAS
- reviewing the budgets and expenses for FAEA activities conducted in Kenya in 2023 and updating the overall EMP budget for Kenya based on the review and approved amendment
- reviewing the proposed strategy and activities for Kenya that were recommended by Ms. Mutegi
- preparing the draft 2024 contract for presentation to Ms. Mutegi
- reviewing a draft of the proposed MOU with TMA
- preparing for meetings on Monday and Tuesday with Ms. Mutegi, TMA, JKU, and FAS

**Monday, November 13, 2023**

I met with Ms. Mutegi at the Sankara Hotel. We discussed the EMP budget and funding situation for FAEA's program in 2024. I informed her that FAS approved our amendment request to extend the EMP funding to the end of 2025 (see Appendix B).

We discussed and agreed on the proposed revision to the strategy and activities for 2024 given USTR's request to hold off on FAEA activities targeting the Ministry of Agriculture and other food and feed safety competent authorities while USTR is still negotiating with Kenya on the STIP agreement.

Ms. Mutegi briefed me on the meetings we would have on Tuesday with TMA, JKU and FAS. She updated me on the situation with TMA and the proposed MOU with them. She also gave me a detailed explanation of JKU, their Food Technology Centre, and the people we would meet with. She updated me on her activities representing FAEA to those organizations, FAS and others. Lastly, she gave me an update on the status of the Food Safety Law being considered for passage by Parliament. It has gone through the third and last reading.

Tuesday, November 14, 2023

**9:00 am Meeting with TMA at their Headquarters Office**

Ms. Mutegi and I traveled together to the TMA office. We met with:

- Mr. David Beers Chief Executive Officer
- Mr. Andrew Edewa Director, Standards and SPS Measures
- Mr. Ahmed Farah Country Director, Kenya Country Program

We exchanged information about each of our organization's respective missions and programs in Kenya. We agreed that we have mutual interests and potential opportunities for collaborating in jointly planning and implementing activities in the food and feed safety space in Kenya.

We agreed to move forward with signing an MOU between our two organizations as soon as possible. The MOU will identify the areas of mutual interest and clearly indicate that there will be no exchange of funds or resources. We will simply identify activities for collaboration and then decide on a case-by-case basis how each organization will be involved in the planning, execution, and funding of each activity.

**11:00 am Meeting with JKU Staff at the University**

Ms. Mutegi and I traveled to the campus of Jomo Kenyatta University of Agriculture and Technology, about a one-hour drive outside of Nairobi. We met with several staff including:

- Professor Daniel Ndaka Sila Principal, College of Agriculture and Natural Resources
- Dr. John Kimata Muoria Manager, Food Technology Centre (FOTEC)

We had excellent discussions about JKU and the Food Technology Centre, their mission, and activities, in particular, the technical training programs that they conduct for private companies. They explained the types of training workshops and seminars they conduct for companies both at the University and on-site at company locations. Many of the programs and curriculums are customized to meet the specific needs of each company. Their short-term training activities at the University are typically 1-4 days for 20-30 people. At JKU, they have accredited testing facilities for addressing food and feed technical issues that often include HACCP, food safety, and total quality management training and certification.

In addition to expressing a keen interest in collaborating with JKU to co-sponsor and implement private company trainings conducted by JKU, we discussed the idea of jointly developing curriculums for selected food/ag industry sectors (for example, dairy, food and feed grains, and meat processing). The concept would be to first select an industry or industry association to

partner with, determine and prioritize the technical needs of the industry, and then develop a workshop/curriculum to meet those needs.

After our discussions, we took a comprehensive tour of the different laboratories and training facilities located around the campus. The facilities have good equipment (some provided by JICA and other donors), are very clean, and organized. They have a functioning bakery and also manufacture yoghurt that is sold on campus. An area of the campus is also devoted to housing guests and trainees in their “hotel” that includes a nice cafeteria.

We wrapped-up our visit by discussing next steps for potentially working together. We agreed to have follow up discussions to identify specific areas for JKU capacity building training with the private sector, in collaboration with FAEA and/or FAEA and TMA.

### **3:00 pm Meeting with FAS at the U.S. Embassy**

Ms. Mutegi and I traveled to the U.S. Embassy and met with Ryan Scott, FAS Agricultural Counselor and Kennedy Gitonga, Agricultural Specialist. Ryan gave us an update on the status of the U.S-Kenya STIP negotiations. He indicated that the negotiations are on-going but there is no specific date or timeframe for them to be completed.

We updated Ryan and Kennedy on the status of our activities in Kenya and the shift in our strategy to target the private sector with our activities for 2024. We briefed them on our plan to collaborate and sign an MOU with TMA. We also discussed our plans for potentially working with JKU to conduct trainings and develop curriculums for private sector companies involved in the import and processing of animal feed and feed ingredients, dairy products, poultry, and meat. They are very supportive of our strategy/plans and even encouraged us to expand our efforts to work with additional Universities in Kenya so that we could scale the training and curriculum development throughout all regions of the country.

### **11:55 pm Departed Nairobi for Washington DC**

## **November 15, 2023**

### **2:40 pm Arrived Washington, DC**

### **Attachments**

**Appendix A:** Business Cards

**Appendix B:** Approved EMP Amendment to Kenya Program

*15136 Cimarron Lane / Charlotte, NC USA 28278*  
*Phone: +1 (703) 462-3797 / E-mail: kentsisson@faealliance.org*

Appendix A: Business Cards





**Appendix B: Approved EMP Amendment to Kenya Program**

**UNITED STATES DEPARTMENT OF AGRICULTURE  
COMMODITY CREDIT CORPORATION  
WASHINGTON, D.C. 20250**

**EMERGING MARKETS PROGRAM  
CFDA PROGRAM NUMBER: 10.603**

**FEDERAL AWARD IDENTIFICATION NUMBER: EMP-2022-16  
AMENDMENT 1**

WHEREAS, the Commodity Credit Corporation, United States Department of Agriculture (hereafter called "CCC"), and the **Strategic International Alliance of Marketing Professionals, LLC (SIAM) (UEI# NFGWNUFK9HA6)** (hereinafter called the "Participant"), entered into Emerging Markets Program Agreement Number 2022-16 on January 7, 2022 ("Agreement"); and

WHEREAS, CCC and the Participant desire to amend the Agreement to extend the termination date to December 31, 2025, and to authorize the realignment of budget funds by shifting \$65,440 from Travel to Consulting.

Now, therefore, CCC and the Participant agree that said Agreement is hereby amended by:

1. Deleting Attachment A and replacing it with the attached Attachment A.
2. Revising Section VII as follows:

"VII. COMPLETION: Activities conducted under this Agreement shall be completed by **December 31, 2025**, unless this date is extended by Amendment, or this Agreement is sooner terminated by either party."

All other terms and conditions of the Agreement remain unchanged. This Amendment shall be effective on the date of the last signature below.

**Commodity Credit Corporation**

William Bomersheim  
for Mark Slupek  
Digitally signed by William Bomersheim for Mark Slupek  
Date: 2023.11.17 11:57:33 -05'00'

By: \_\_\_\_\_

Mark A. Slupek  
Deputy Administrator  
Global Programs  
Foreign Agricultural Service

Date: \_\_\_\_\_

**SIAM Professionals, LLC**

By: \_\_\_\_\_

Name: Kent D. Sisson

Title: President

Date: November 7, 2023



**Emerging Markets Program 2022  
Attachment A  
Strategic International Alliance of Marketing Professionals, LLC  
EMP #2022-16  
Amendment 1**

The **Strategic International Alliance of Marketing Professionals, LLC** (SIAM) has been allocated \$321,309 under Emerging Markets Program (EMP) Agreement #2022-16 to assist the government of Kenya in developing and passing food safety legislation and consolidating its regulatory infrastructure to address food and feed safety practices as well as adopt/enforce WTO compliant SPS and TBT standards and Codex Maximum Residue Limits (MRL's) when it comes to the domestic production and import of food and feed products and veterinary drugs. Furthermore, Kenya is recognized as a leader in the larger East Africa region. SIAM's strategy is to assist and facilitate the adoption of science based SPS/food safety laws and regulations in Kenya and then hold them up as an example for other countries under in the region to follow.

EMP funds will complement and supplement FAEA activities that will or have already been conducted to support the drafting of Kenya's new food safety law, promoting its passage, and providing technical experts and guidance in preparing the implementing regulations.

After the legislative language has been finalized and submitted to Parliament for approval, FAEA, OAA, and Kenyan officials will maintain an open channel of communication to facilitate ongoing improvement in Kenya's regulatory implementation in accordance with international standards. This will keep FAEA and OAA abreast of progress in passing the legislation and implementing regulations that will be supported with FAEA funding in 2022 and 2023.

If SIAM finds that additional project activities that are not listed in the agreement or a project extension become necessary, SIAM must obtain approval from FAS prior to undertaking any such activities as a condition of receiving any reimbursement related to such activities.

The activity information is provided below.

**Activity Code:** KE001

**Activity Title:** Technical Assistance to Kenya Government for Drafting a New Food Safety Law

**Amount:** \$321,309

**Activity Description:** FAEA staff and contractors are conducting this project over three-year period from January 1, 2021, through December 31, 2023. They will conduct the project in three phases. However, it is expected that the EMP funds will be fully utilized in 2021 and 2022 under Phases I and II:

- **Phase I:** *Prepare Language for Food Safety Law (January – December 2021)*
- **Phase II:** *Prepare Regulations for Implementing the Food Safety Law (January 2022 – December 2022)*
- **Phase III:** *Conduct Technical Capacity Building Training Activities for Regulatory Staff Responsible for Implementing and Enforcing the Law and Regulations (January 2023 – December 2023)*

In Phase I, FAEA has assisted the Government of Kenya (GOK) in preparing legislative language for a new Food Safety Law (FSL). During this phase, FAEA is coordinating with the OAA and the GOK to plan and arrange meetings between a group of technical staff with experience in regulating the safety of food and agriculture products. This Technical Working Group (TWG) is made of over 30 government officials from the MOALFC, Ministry of East African Community, Ministry of Health, and Ministry of Trade. Two staff members from the Attorney General's office are also participating in the meetings and are the ones that actually write the legislative language for the law.

FAEA has a representative in Kenya who has already worked with the MOALFC and has prepared the Roadmap for Phase I, identifying the following activities that FAEA and EMP will fund:

- Preparation of the Phase I activity plan, budget, and timeline (Roadmap)
- Scheduling and planning four Task Force (TF) member meetings
- Scheduling and planning two Sector Working Group (SWG) meetings
- Scheduling and planning four County Executive Council (CEC) meetings
- Identifying and arranging for expert speakers to make presentations at meetings
- Arranging and contracting facilities, travel, and lodging for meeting venues, where necessary
- Preparing activity reports that include results, conclusions, and recommendations for next steps in Phase II.

FAEA funds are insufficient to fully implement the above activities in 2021 and some activities under Phase II in 2022. This application is requesting EMP funding to bridge the gap between the approved FAEA funding for 2021 and the FAEA funding requested for 2022 under Phase II. Thus, the requested EMP funding will complement and supplement FAEA funds primarily to cover the cost of the FAEA Consultant in Kenya; meeting and conference venues that will be held at locations outside of Nairobi; and travel, lodging and per diem for the TWG staff and high-level officials participating in the meetings. Some funds will also be used to pay SIAM management fees and contracts for facilitating meetings.

In Phase II, FAEA will assist the relevant Government regulatory agencies in preparing the regulations for implementing the FSL once it is passed by Parliament and signed into law. FAEA anticipates its passage in late 2021 or early 2022. However, they will begin preparing for this phase soon after the FSL legislative language has been submitted to Parliament (estimated to be no later than October 2021). During this phase, they will prepare a Roadmap identifying the regulations that will be needed and the tasks to undertake in order to assist in drafting the regulations. They will coordinate meetings between the staff of the various regulatory agencies and identify technical experts from the U.S. to meet with them to review, discuss, and provide feedback on the regulations that are drafted until they are finalized.

SIAM, FAEA, and OAA will coordinate with MOALFC and other regulatory agencies in:

- Preparing the Phase II activity plan, budget, and timeline (Roadmap)
  - Scheduling and planning meetings for each of the regulatory agencies
- Identifying and arranging expert speakers to make presentations at meetings:
- Contracting for facilities, travel, and lodging for meeting venues, where necessary
  - Preparing activity reports that include results, conclusions, and recommendations for next steps in Phase III.

Funds for these activities will cover the cost of the meeting and conference venues as well as the lodging and meals for the regulatory staff participating in the meetings.

**Performance Measures**

SIAM will use the below performance measures to show the progress of this activity and the effect it has on meeting the objectives and addressing the constraints identified in the proposal.

<b>Performance Measure</b>	<b>Goal</b>	<b>Data Source</b>	<b>Method and Approach of Data Collection</b>	<b>When is Data Collected</b>	<b>Who is responsible for data collection</b>
Draft legislation language for a new food safety law will be completed and submitted to Parliament	Legislation will be passed by the Kenya Parliament	Kenya Parliament and Ministry of Agriculture	Kenya public notifications and WTO/SPS notification of new food safety law	During and at the end of the project	SIAM, FAEA in-country and U.S. staff, and OAA Agriculture Counselor

The deliverables from this assessment are summarized below.

- Written activity reports
- Draft and final documents of the Food Safety Policy and Law
- PowerPoint presentations will be prepared and given to relevant FAS, USDA, and USTR Washington based staff members as well as to FAEA members and other interested food and agriculture private industry members

All expenses while in travel status must conform to U.S. Federal Travel Regulations (41 CFR Chapters 301 and 304). Per diem is limited to the allowable rate for each domestic or foreign locale.

Reimbursement for consulting fees is limited to the daily rate of a General Schedule U.S. Government employee, GS-15/Step 10 in effect during the calendar year in which the project or activity is approved for funding. Reimbursement is authorized only for actual days worked and is not authorized for travel and rest days. Benefits are not reimbursable.

Meals and refreshments when part of an approved overseas trade activity; miscellaneous courtesies such as checkroom fees, taxi fares, and tips; and representation expenses such as the costs of social events or receptions that are primarily attended by foreign officials, and which are held at foreign venues must conform to the American Embassy representational funding guidelines in the target region.

Table 3: Detailed Budget Table ([Updated Amendment 1](#))

Cost Category	Budget Description	Amended Budget	SIAM/FAEA Cost Share (In-Kind)/1	SIAM/FAEA % of EMP Request	Third Party	
					Kenya Gov't (In-kind)	Kenya Gov't % of EMP Request
<b>Consulting</b>	FAEA Staff Project Management & Implementation Fees (100% of Kenya Consultant Fees and 80% of fees for Executive Director, Program Coordinator, and Codex Coordinator)					
	Kenya Consultant Fees (Charity Mutegi: \$550.48 x 10 days x 24 months)	\$ 131,497	\$ -		\$ -	
	Executive Director (\$5,000 x 12 months x 40%)	\$ -	\$ 24,000			
	Program Coordinator (\$2,000 x 12 months x 40%) Codex Coordinator (\$1,500 x 12 months x 20%)	\$ -	\$ 9,600 \$ 3,600			
<b>Direct Administrative Costs</b>	FAEA Administrative Overhead Expenses (Printing materials, thumb drives, telephone service and other related overhead expenses: \$100 x 12 months x 40%)	\$ -	\$ 480		\$ -	
<b>Representation Costs</b>	Refreshments (non-alcoholic drinks/food) for 6 meetings x \$1,000 per meeting in Kenya	\$ 6,000				
<b>Salaries &amp; Benefits</b>	SIAM Fees for reporting and other management and implementation duties: SIAM staff days (\$550.48 x 2 days x 12 months)	\$ 13,212				
	Salaries of Kenya Government Staff participating in meetings (32 staff x 6 meetings x 5 days x \$200)	\$ -	\$ -		\$ 192,000	
<b>Seminar &amp; Conference Facilities</b>	Hotel meeting rooms for in-country meeting and training activities: (6 meetings x 32 people x 4 days x \$40)	\$ 30,720				
<b>Subcontracts</b>	Meeting Facilitators (\$1,500 per meeting x 6 meetings)	\$ 9,000				
<b>Travel (In-country)</b>	Hotel guest rooms for 32 people x 6 meetings x 5 nights-days/meeting					
	Lodging: \$137 x 32 people x 4 meetings x 5 nights	\$ 87,680				
	M&IE: \$60 x 32 people x 4 meetings x 5 days	\$ 38,400				
	Taxis, Car/driver & other Ground Transportation in Kenya: \$100 x 12 people x 4 meetings	\$ 4,800				
<b>Total</b>		\$ 321,309	\$ 37,680	12%	\$ 192,000	60%
1/ Portion of FAEA annual staff salaries prorated to Kenya as EMP contributions						
GS-15 / Step 10 Daily Salary = \$550.48						